



STATE OF CONNECTICUT · COUNTY OF TOLLAND  
INCORPORATED 1786

# TOWN OF ELLINGTON

55 MAIN STREET · P. O. BOX 187  
ELLINGTON, CONNECTICUT 06029-0187

[www.ellington-ct.gov](http://www.ellington-ct.gov)

## **Ad Hoc Design Review Board Meeting Minutes**

Thursday, July 9, 2009  
7:00 PM – Conference Room  
Ellington Town Annex

**Members Present:** Janet Marshall, Michele Beaulieu, Kevin Zahner and Robert Dawson  
**Other Present:** Peter Williams

**1. Call to Order:** Chairman Bob Dawson called the meeting to order at 7:00.

**2. Citizens Forum/Public Comments:** None

### **3. New Business**

**Moved (Marshall) Seconded (Beaulieu) and passed unanimously to add to the agenda the design review for 11 Pinney Street -YMCA modifications to building.**

Design reviews

2 Nutmeg Drive – Modification and Addition for Child Care  
117 West Road – Modification Jewelry Store to Pizzeria  
11 Pinney Street – YMCA modifications to building

Peter Williams made notes of the reviews and will prepare, in writing, the Board's recommendations for the Planning and Zoning Commission. (Enclosed)

### **4. Approval of Regular meeting minutes – June 11, 2009**

**Moved (Marshall) Seconded (Beaulieu) and passed unanimously to approve meeting minutes of June 11 2009.**

### **5. Adjournment**

**MOVED (Beaulieu) SECONDED (Marshall) AND PASSED UNANIMOUSLY TO  
ADJOURN THE MEETING AT 7:58 PM OF THE AD HOC DESIGN REVIEW  
BOARD**

Respectfully Submitted,

*Peter R Williams* 

Peter Williams



## MEMORANDUM

**DATE:** October 23, 2008

**TO:** Planning & Zoning Commission

**FROM:** Peter Williams, Administrator  
Ad Hoc Design Review Board

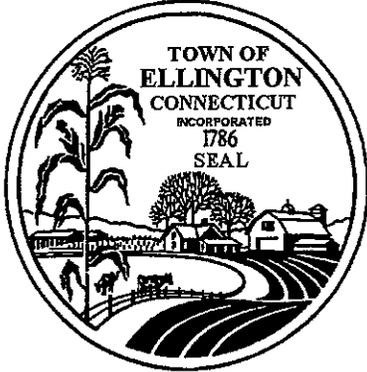
**SUBJECT:** **Z200919** 2 Nutmeg drive – Modification and Addition for Child Care  
Review building elevation plan dated 6/18/09 and site plan dated 6/17/09 Sept. 25, 2008

On Thursday, July 9, 2009 the Ad Hoc Design Review Board did a review of the above referenced application.

The overall site design and building, as represented, appears to be compatible to the surrounding area. The Design Review Board:

**Recommends this applicant's design be approved with the following suggestions :**

1. All existing and proposed walkways be shown on the plans.
2. Add a planting bed or trees along the front of the building at the location of the Green House, rather than the grass area shown.
3. The parking areas need to be better defined on the plans. (Grass verses gravel)
4. All building signage be show on elevations.
5. The colors of the new addition to be consistent with the existing.
6. Show the type of enclosure to be used for the dumpsters.
7. Show the play area in more detail on the site plan.
8. The DBR recommends that a cupola be added on the new addition to lessen the impact of the large roof area.
9. When the HVAC units are located appropriate screened be provided.



**MEMORANDUM**

**DATE:** July 15, 2009

**TO:** Planning & Zoning Commission

**FROM:** Peter Williams, Administrator  
Ad Hoc Design Review Board

**SUBJECT:** Z200922 117 West Rd – Modification to Jewelry Store to Pizzeria  
Review building elevation plan dated 6/12/09 and site plan dated 5/28/96 with notes.

On Thursday, July 9, 2009 the Ad Hoc Design Review Board did a review of the above referenced application.

The overall site design and building, as represented, appears to be compatible to the surrounding area. The Design Review Board:

***Recommends this applicant's design be approved as submitted.***



## MEMORANDUM

**DATE:** July 15, 2009  
**TO:** Planning & Zoning Commission  
**FROM:** Peter Williams, Administrator  
Ad Hoc Design Review Board  
**SUBJECT:** Modification to YMCA Building  
Review building elevation plan dated 7/9/09

On Thursday, July 9, 2009 the Ad Hoc Design Review Board did a review of the above referenced modifications.

The overall site design and building, as represented, appears to be compatible to the surrounding area. The Design Review Board:

***Recommends this applicant's revised design be approved as submitted.***